

STELLA MARIS CATHOLIC SCHOOL

ANNUAL REPORT

FOR THE YEAR ENDED 31 DECEMBER 2021

School Directory

Ministry Number: 1663

Principal: Catherine Cyprian

School Address: 50 Silverdale Street, Silverdale, Auckland

School Postal Address: PO Box 103, Silverdale, Auckland

School Phone: (09) 427 9189

School Email: achieve@stellamaris.school.nz

Members of the Board

Name	Position	How Position Gained	Term Expired/ Expires
Derek Molloy	Presiding Member	Elected	Sept 2022
Catherine Cyprian	Principal ex Officio		
Bronwyn Hudson	Parent Representative	Elected	Sept 2022
Richard Bayly	Parent Representative	Elected	Sept 2022
Lianne Timlin	Parent Representative	Elected	Dec 2021
Druh Kelay	Parent Representative	Co opted	Dec 2021
Father Emile Frische	Proprietors Rep	Appointed	Jan 2021
Father Raphael Lobo	Proprietors Rep	Appointed	Sept 2022
Nicole Lawson	Proprietors Rep	Appointed	Sept 2022
Leanne Cate	Proprietors Rep	Appointed	Sept 2022
John Walker	Proprietors Rep	Appointed	Sept 2022
Olwyn Hobman	Staff Representative	Elected	Sept 2022

Accountant / Service Provider:
Top Class Financial management Services

STELLA MARIS CATHOLIC SCHOOL

Annual Report - For the year ended 31 December 2021

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Stella Maris Catholic School

Statement of Responsibility

For the year ended 31 December 2021

The Board accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal controls designed to provide reasonable assurance as to the integrity and reliability of the school's financial reporting.

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2021 fairly reflects the financial position and operations of the school.

The School's 2021 financial statements are authorised for issue by the Board.

DEREK MOLLOY

Full Name of Presiding Member



Signature of Presiding Member

29/8/22

Date:

CATHERINE CYPRIAN

Full Name of Principal



Signature of Principal

27-8-2022

Date:

Stella Maris Catholic School

Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Revenue				
Government Grants	2	2,293,324	2,135,124	2,148,527
Locally Raised Funds	3	293,394	234,000	309,748
Use of Proprietor's Land and Buildings		471,066	753,705	753,705
Interest Income		2,840	5,000	7,273
International Students	4	-	-	14,608
		3,060,624	3,127,829	3,233,861
Expenses				
Locally Raised Funds	3	45,093	39,500	37,397
International Students	4	168	-	236
Learning Resources	5	1,986,753	2,023,732	2,022,482
Administration	6	178,185	180,258	172,474
Finance		3,199	4,000	3,875
Property	7	592,068	885,838	924,735
Depreciation	12	50,660	45,000	47,850
Loss on Disposal of Property, Plant and Equipment		474	-	5,835
		2,856,600	3,178,328	3,214,884
Net Surplus / (Deficit) for the year		204,024	(50,499)	18,977
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		204,024	(50,499)	18,977

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes which form part of these financial statements.



Stella Maris Catholic School

Statement of Changes in Net Assets/Equity

For the year ended 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Equity at 1 January		496,388	496,388	469,217
Total comprehensive revenue and expense for the year		204,024	(50,499)	18,977
Capital Contributions from the Ministry of Education				
Contribution - Furniture and Equipment Grant		30,659	-	8,194
Equity at 31 December		731,071	445,889	496,388
Retained Earnings		731,071	445,889	496,388
Reserves		-	-	-
Equity at 31 December		731,071	445,889	496,388

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes which form part of these financial statements.



Stella Maris Catholic School

Statement of Financial Position

As at 31 December 2021

	Notes	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Current Assets				
Cash and Cash Equivalents	8	231,193	190,737	212,365
Accounts Receivable	9	186,280	135,500	130,600
GST Receivable		-	3,000	3,881
Prepayments		5,869	3,000	6,475
Inventories	10	2,100	1,000	1,236
Investments	11	408,729	250,000	285,199
		834,171	583,237	639,756
Current Liabilities				
GST Payable		1,468	-	-
Accounts Payable	13	147,913	155,000	154,170
Revenue Received in Advance	14	4,000	-	25,149
Provision for Cyclical Maintenance	15	13,805	9,000	9,774
Finance Lease Liability	16	18,115	16,000	18,456
Funds held in Trust	17	8,905	4,200	5,448
		194,206	184,200	212,997
Working Capital Surplus/(Deficit)		639,965	399,037	426,759
Non-current Assets				
Property, Plant and Equipment	12	119,514	76,036	112,536
		119,514	76,036	112,536
Non-current Liabilities				
Provision for Cyclical Maintenance	15	15,930	19,184	21,184
Finance Lease Liability	16	12,478	10,000	21,723
		28,408	29,184	42,907
Net Assets		731,071	445,889	496,388
Equity		731,071	445,889	496,388

The above Statement of Financial Position should be read in conjunction with the accompanying notes which form part of these financial statements.



Stella Maris Catholic School

Statement of Cash Flows

For the year ended 31 December 2021

	Note	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Cash flows from Operating Activities				
Government Grants		727,275	570,913	648,459
Locally Raised Funds		279,911	230,000	326,150
International Students		-	-	2,956
Goods and Services Tax (net)		5,349	2,000	1,205
Payments to Employees		(582,886)	(562,234)	(578,417)
Payments to Suppliers		(253,496)	(312,865)	(315,608)
Interest Paid		(3,199)	(4,000)	(3,875)
Interest Received		2,986	5,500	8,167
Net cash from/(to) Operating Activities		175,940	(70,686)	89,037
Cash flows from Investing Activities				
Proceeds from Sale of Property Plant & Equipment (and Intangibles)		-	54,547	
Purchase of Property Plant & Equipment (and Intangibles)		(25,284)	-	(8,815)
Purchase of Investments		(123,530)	-	(33,966)
Proceeds from Sale of Investments		-	50,000	
Net cash from/(to) Investing Activities		(148,814)	104,547	(42,781)
Cash flows from Financing Activities				
Furniture and Equipment Grant		9,109	-	8,194
Finance Lease Payments		(20,864)	(18,000)	(24,320)
Funds Administered on Behalf of Third Parties		3,457	1,000	1,669
Net cash from/(to) Financing Activities		(8,298)	(17,000)	(14,457)
Net increase/(decrease) in cash and cash equivalents		18,828	16,861	31,799
Cash and cash equivalents at the beginning of the year	8	212,365	173,876	180,566
Cash and cash equivalents at the end of the year	8	231,193	190,737	212,365

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been excluded.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes which form part of these financial statements.



Stella Maris Catholic School

Notes to the Financial Statements

For the year ended 31 December 2021

1. Statement of Accounting Policies

a) Reporting Entity

Stella Maris Catholic School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education and Training Act 2020. The Board is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2021 to 31 December 2021 and in accordance with the requirements of the Education and Training Act 2020.

Basis of Preparation

The financial statements have been prepared on a going concern basis, and the accounting policies have been consistently applied throughout the period.

Financial Reporting Standards Applied

The Education and Training Act 2020 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying Public Sector Public Benefit Entity (PBE) Standards Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as 'having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders'.

PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

Measurement Base

The financial statements are prepared on the historical cost basis unless otherwise noted in a specific accounting policy.

Presentation Currency

These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

Specific Accounting Policies

The accounting policies used in the preparation of these financial statements are set out below.

Critical Accounting Estimates And Assumptions

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

Useful lives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the significant accounting policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 12.

Critical Judgements in applying accounting policies

Management has exercised the following critical judgements in applying accounting policies:

Classification of leases

Determining whether a lease is a finance lease or an operating lease requires judgement as to whether the lease transfers substantially all the risks and rewards of ownership to the school. Judgement is required on various aspects that include, but are not limited to, the fair value of the leased asset, the economic life of the leased asset, whether or not to include renewal options in the lease term, and determining an appropriate discount rate to calculate the present value of the minimum lease payments. Classification as a finance lease means the asset is recognised in the statement of financial position as property, plant, and equipment, whereas for an operating lease no such asset is recognised.



Recognition of grants

The School reviews the grants monies received at the end of each reporting period and whether any require a provision to carry forward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

c) Revenue Recognition

Government Grants

The school receives funding from the Ministry of Education. The following are the main types of funding that the School receives.

Operational grants are recorded as revenue when the School has the rights to the funding, which is in the year that the funding is received.

Teachers salaries grants are recorded as revenue when the School has the rights to the funding in the salary period they relate to. The grants are not received in cash by the School and are paid directly to teachers by the Ministry of Education.

The property from which the School operates is owned by the Proprietor. Grants for the use of land and buildings are also not received in cash by the school however they equate to the deemed expense for using the land and buildings. This expense is based on an assumed market rental

Other Grants

Other grants are recorded as revenue when the School has the rights to the funding, unless there are unfulfilled conditions attached to the grant, in which case the amount relating to the unfulfilled conditions is recognised as a liability and released to revenue as the conditions are fulfilled.

Donations, Gifts and Bequests

Donations, gifts and bequests are recorded as revenue when their receipt is formally acknowledged by the School.

Interest Revenue

Interest Revenue earned on cash and cash equivalents and investments is recorded as revenue in the period it is earned.

d) Operating Lease Payments

Payments made under operating leases are recognised in the Statement of Comprehensive Revenue and Expense on a straight line basis over the term of the lease.

e) Finance Lease Payments

Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge is allocated to each period during the lease term on an effective interest basis.

f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, bank balances, deposits held at call with banks, and other short term highly liquid investments with original maturities of 90 days or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.

g) Accounts Receivable

Short-term receivables are recorded at the amount due, less an allowance for credit losses (uncollectable debts). The schools receivables are largely made up of funding from the Ministry of Education, therefore the level of uncollectable debts is not considered to be material. However, short-term receivables are written off when there is no reasonable expectation of recovery.

h) Inventories

Inventories are consumable items held for sale and comprised of stationery and school uniforms. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of activities less the estimated costs necessary to make the sale. Any write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

i) Investments

Bank term deposits are initially measured at the amount invested. Interest is subsequently accrued and added to the investment balance. A loss allowance for expected credit losses is recognised if the estimated loss allowance is not trivial.

j) Property, Plant and Equipment

Land and buildings owned by the Proprietor are excluded from these financial statements. The Board's use of the land and buildings as 'occupant' is based on a property occupancy document.

Improvements to buildings owned by the Proprietor are recorded at cost, less accumulated depreciation and impairment losses.

Property, plant and equipment are recorded at cost or, in the case of donated assets, fair value at the date of receipt, less accumulated depreciation and impairment losses. Cost or fair value as the case may be, includes those costs that relate directly to bringing the asset to the location where it will be used and making sure it is in the appropriate condition for its intended use.

Gains and losses on disposals (i.e. sold or given away) are determined by comparing the proceeds received with the carrying amounts (i.e. the



book value). The gain or loss arising from the disposal of an item of property, plant and equipment is recognised in the Statement of Comprehensive Revenue and Expense.

Finance Leases

A finance lease transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred. At the start of the lease term, finance leases are recognised as assets and liabilities in the statement of financial position at the lower of the fair value of the leased asset or the present value of the minimum lease payments. The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability. The amount recognised as an asset is depreciated over its useful life. If there is no reasonable certainty whether the school will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

Depreciation

Property, plant and equipment except for library resources are depreciated over their estimated useful lives on a straight line basis. Library resources are depreciated on a diminishing value basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

The estimated useful lives of the assets are:

Furniture and equipment	3–10 years
Information and communication technology	2–3 years
Leased assets held under a Finance Lease	Term of Lease
Library resources	8 years

k) Accounts Payable

Accounts Payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts Payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

l) Employee Entitlements

Short-term employee entitlements

Employee entitlements that are expected to be settled within 12 months after the end of the reporting period in which the employees provide the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned, by non teaching staff, to but not yet taken at balance date.

m) Revenue Received in Advance

Revenue received in advance relates to fees received from domestic students where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to the students, should the School be unable to provide the services to which they relate.

n) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense.

The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

o) Provision for Cyclical Maintenance

The property from which the school operates is owned by the Proprietor. The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside day-to-day maintenance. The provision is a reasonable estimate, based on an up to date 10 Year Property Plan (10YPP) or another appropriate source of evidence.

p) Financial Instruments

The School's financial assets comprise cash and cash equivalents, accounts receivable, and investments. All of these financial assets, except for investments that are shares, are categorised as 'financial assets measured at amortised cost' for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as 'financial assets at fair value through other comprehensive revenue and expense' for accounting purposes in accordance with financial reporting standards.

The School's financial liabilities comprise accounts payable, borrowings, finance lease liability, and painting contract liability. All of these financial liabilities are categorised as 'financial liabilities measured at amortised cost' for accounting purposes in accordance with financial reporting standards.



q) Goods and Services Tax (GST)

The financial statements have been prepared on a GST exclusive basis, with the exception of accounts receivable and accounts payable which are stated as GST inclusive.

The net amount of GST paid to, or received from, the IRD, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statements of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

r) Budget Figures

The budget figures are extracted from the School budget that was approved by the Board.

s) Services received in-kind

From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in kind in the Statement of Comprehensive Revenue and Expense.



2. Government Grants

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Operational Grants	442,013	464,756	393,904
Teachers' Salaries Grants	1,545,746	1,500,000	1,500,068
Other MoE Grants	278,400	150,368	231,273
Other Government Grants	27,165	20,000	23,282
	<u>2,293,324</u>	<u>2,135,124</u>	<u>2,148,527</u>

3. Locally Raised Funds

Local funds raised within the School's community are made up of:

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Revenue			
Donations & Bequests	180,904	152,000	212,228
Fees for Extra Curricular Activities	50,078	47,500	61,547
Trading	26,042	26,500	24,284
Fundraising & Community Grants	36,370	8,000	11,689
	<u>293,394</u>	<u>234,000</u>	<u>309,748</u>
Expenses			
Extra Curricular Activities Costs	18,912	13,000	11,316
Trading	26,181	26,500	26,081
	<u>45,093</u>	<u>39,500</u>	<u>37,397</u>
<i>Surplus/ (Deficit) for the year Locally raised funds</i>	<u>248,301</u>	<u>194,500</u>	<u>272,351</u>

Donations include a \$20,000 donation from Bikes in Schools for the purchase of new bikes.

4. International Student Revenue and Expenses

	2021 Actual Number	2021 Budget (Unaudited) Number	2020 Actual Number
International Student Roll	0	1	1
	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Revenue			
International Student Fees	-	-	14,608
Expenses			
Other Expenses	168	-	236
	<u>168</u>	<u>-</u>	<u>236</u>
<i>Surplus/ (Deficit) for the year International Students</i>	<u>(168)</u>	<u>-</u>	<u>14,372</u>



5. Learning Resources

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Curricular	30,076	54,700	44,160
Information and Communication Technology	24,361	26,547	23,826
Library Resources	1,405	1,600	1,055
Employee Benefits - Salaries	1,912,231	1,913,335	1,943,700
Staff Development	18,680	27,550	9,741
	<u>1,986,753</u>	<u>2,023,732</u>	<u>2,022,482</u>

6. Administration

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Audit Fee	7,200	8,000	6,666
Board Fees	4,710	6,000	5,940
Board Expenses	7,505	3,742	5,454
Communication	4,612	6,000	5,494
Consumables	11,924	13,500	11,801
Operating Lease	426	2,000	370
Other	6,596	10,950	10,800
Employee Benefits - Salaries	117,090	111,566	107,695
Insurance	3,122	3,500	3,254
Service Providers, Contractors and Consultancy	15,000	15,000	15,000
	<u>178,185</u>	<u>180,258</u>	<u>172,474</u>

7. Property

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Caretaking and Cleaning Consumables	12,366	13,550	12,535
Consultancy and Contract Services	27,128	31,000	30,543
Cyclical Maintenance Provision	7,443	7,000	7,329
Grounds	5,547	15,150	14,252
Heat, Light and Water	9,317	15,000	12,126
Rates	123	100	86
Repairs and Maintenance	5,777	12,000	53,245
Use of Land and Buildings	471,066	753,705	753,705
Security	4,237	-	3,488
Employee Benefits - Salaries	49,064	38,333	37,426
	<u>592,068</u>	<u>885,838</u>	<u>924,735</u>

In 2021, the Ministry of Education revised the notional rent rate from 8% to 5% to align it with the Government Capital Charge rate. This is considered to be a reasonable proxy for the market rental yield on the value of land and buildings used by schools. Accordingly in 2021, the use of land and buildings figure represents 5% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.



8. Cash and Cash Equivalents

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Bank Accounts	231,193	190,737	212,365
Cash and cash equivalents for Statement of Cash Flows	<u>231,193</u>	<u>190,737</u>	<u>212,365</u>

Of the \$231,193 Cash and Cash Equivalents, \$8,905 is held by the School on behalf of the Proprietor. These funds are due to be transferred to the Proprietor in 2022. (2020:\$7,640)

9. Accounts Receivable

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Receivables	22,553	5,000	9,916
Interest Receivable	583	500	729
Banking Staffing Underuse	45,025	-	-
Teacher Salaries Grant Receivable	118,119	130,000	119,955
	<u>186,280</u>	<u>135,500</u>	<u>130,600</u>
Receivables from Exchange Transactions	2,833	5,500	10,645
Receivables from Non-Exchange Transactions	183,447	130,000	119,955
	<u>186,280</u>	<u>135,500</u>	<u>130,600</u>

10. Inventories

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Stationery	2,100	1,000	1,236
	<u>2,100</u>	<u>1,000</u>	<u>1,236</u>

11. Investments

The School's investment activities are classified as follows:

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Current Asset			
Short-term Bank Deposits	408,729	250,000	285,199
Total Investments	<u>408,729</u>	<u>250,000</u>	<u>285,199</u>



12. Property, Plant and Equipment

	Opening Balance (NBV)	Additions	Disposals	Impairment	Depreciation	Total (NBV)
2021	\$	\$	\$	\$	\$	\$
Furniture and Equipment	68,792	23,444	-	-	(23,742)	68,494
Information and Communication Technology	13,070	21,550	(474)	-	(9,220)	24,926
Leased Assets	23,593	11,278	-	-	(15,526)	19,345
Library Resources	7,081	1,840	-	-	(2,172)	6,749
Balance at 31 December 2021	112,536	58,112	(474)	-	(50,660)	119,514

The net carrying value of furniture and equipment held under a finance lease in the furniture and equipment category is \$7,633 (2020: \$12,182)

The net carrying value of IT Equipment held under a finance lease in the IT category is \$0,00 (2020: \$475)

	2021 Cost or Valuation	2021 Accumulated Depreciation	2021 Net Book Value	2020 Cost or Valuation	2020 Accumulated Depreciation	2020 Net Book Value
	\$	\$	\$	\$	\$	\$
Furniture and Equipment	426,662	(358,168)	68,494	403,458	(334,666)	68,792
Information and Communication Technology	125,263	(100,337)	24,926	116,003	(102,933)	13,070
Leased Assets	48,825	(29,480)	19,345	37,547	(13,954)	23,593
Library Resources	77,962	(71,213)	6,749	77,515	(70,434)	7,081
Balance at 31 December	678,712	(559,198)	119,514	634,523	(521,987)	112,536

13. Accounts Payable

	2021 Actual	2021 Budget (Unaudited)	2020 Actual
	\$	\$	\$
Creditors	12,555	15,000	13,988
Accruals	7,200	8,000	4,966
Employee Entitlements - Salaries	118,119	130,000	129,669
Employee Entitlements - Leave Accrual	10,039	2,000	5,547
	147,913	155,000	154,170
 Payables for Exchange Transactions	 147,913	 155,000	 154,170
	147,913	155,000	154,170

The carrying value of payables approximates their fair value.



14. Revenue Received in Advance

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
International Student Fees in Advance	-	-	2,957
Other revenue in Advance	4,000	-	22,192
	<u>4,000</u>	<u>-</u>	<u>25,149</u>

15. Provision for Cyclical Maintenance

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Provision at the Start of the Year	30,958	30,958	33,917
Increase/ (decrease) to the Provision During the Year	7,443	7,000	7,329
Use of the Provision During the Year	(8,666)	(9,774)	(10,288)
Provision at the End of the Year	<u>29,735</u>	<u>28,184</u>	<u>30,958</u>
Cyclical Maintenance - Current	13,805	9,000	9,774
Cyclical Maintenance - Term	15,930	19,184	21,184
	<u>29,735</u>	<u>28,184</u>	<u>30,958</u>

16. Finance Lease Liability

The School has entered into a number of finance lease agreements for computers and other ICT equipment. Minimum lease payments payable:

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
No Later than One Year	20,020	18,000	20,909
Later than One Year and no Later than Five Years	13,262	12,000	23,580
Future Finance Charges	(2,689)	(4,000)	(4,310)
	<u>30,593</u>	<u>26,000</u>	<u>40,179</u>
Represented by			
Finance lease liability - Current	18,115	16,000	18,456
Finance lease liability - Term	12,478	10,000	21,723
	<u>30,593</u>	<u>26,000</u>	<u>40,179</u>

17. Funds held in Trust

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Funds Held in Trust on Behalf of Third Parties - Current	8,905	4,200	5,448
	<u>8,905</u>	<u>4,200</u>	<u>5,448</u>

These funds relate to arrangements where the school is acting as an agent. These amounts are not revenue or expenditure of the school and therefore are not included in the Statement of Comprehensive Revenue and Expense.



18. Related Party Transactions

The School is a controlled entity of the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm's length.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and condition no more or less favourable than those that it is reasonable to expect the school would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with other government agencies (for example, Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.

The Proprietor of the School (Bishop of Auckland) is a related party of the Board because the proprietor appoints representatives to the Board, giving the proprietor significant influence over the Board. Any services or contributions between the Board and Proprietor have been disclosed appropriately, if the proprietor collects fund on behalf of the school (or vice versa) the amounts are disclosed.

The Proprietor provides land and buildings free of charge for use by the Board as noted in Note 1(c). The estimated value of this use during the current period is included in the Statement of Comprehensive Revenue and Expense as 'Use of Land and Buildings'.

Under an agency agreement, the School collects funds on behalf of the Proprietor [or vice versa]. These include attendance dues, building levy and special character donations payable to the Proprietor. The amounts collected in total were \$152,855 (2020: \$139,711). These do not represent revenue in the financial statements of the school. Any balance not transferred at the year end is treated as a liability. The total funds held by the school on behalf of the proprietor are \$8,905, (2020: \$5,448).

19. Remuneration

Key management personnel compensation

Key management personnel of the School include all Board members, Principal, Deputy Principals and Heads of Departments.

	2021 Actual \$	2020 Actual \$
<i>Board Members</i>		
Remuneration	4,710	5,940
<i>Leadership Team</i>		
Remuneration	361,041	343,182
Full-time equivalent members	3	3
Total key management personnel remuneration	365,751	349,122

There are ten members of the Board excluding the Principal. The Board had held ten full meetings of the Board in the year. The Board also has Finance (four members) and Property (four members) that meet monthly. As well as these regular meetings, including preparation time, the Chair and other Board members have also been involved in ad hoc meetings to consider student welfare matters including stand downs, suspensions, and other disciplinary matters.



Principal 1

The total value of remuneration paid or payable to the Principal was in the following bands:

	2021 Actual \$000	2020 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	-	140 - 150
Benefits and Other Emoluments	-	0 - 5
Termination Benefits	-	-

Principal 2

The total value of remuneration paid or payable to the Principal was in the following bands:

	2021 Actual \$000	2020 Actual \$000
Salaries and Other Short-term Employee Benefits:		
Salary and Other Payments	135 - 145	-
Benefits and Other Emoluments	0 - 5	-
Termination Benefits	-	-

Other Employees

The number of other employees with remuneration greater than \$100,000 was in the following bands:

Remuneration \$000	2021 FTE Number	2020 FTE Number
100 - 110	2.00	1.00
110 - 120	1.00	
	3.00	1.00

The disclosure for 'Other Employees' does not include remuneration of the Principal.

20. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be board members, committee members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable was as follows:

	2021 Actual	2020 Actual
Total	-	-
Number of People	-	-

21. Contingencies

There are no contingent liabilities (except as noted below) and no contingent assets as at 31 December 2021 (Contingent liabilities and assets at 31 December 2020: nil).

Holidays Act Compliance – schools payroll

The Ministry of Education performs payroll processing and payments on behalf of boards, through payroll service provider Education Payroll Limited.

The Ministry's review of the schools sector payroll to ensure compliance with the Holidays Act 2003 is ongoing. Final calculations and potential impact on any specific individual will not be known until further detailed analysis and solutions have been completed.

To the extent that any obligation cannot reasonably be quantified at 31 December 2021, a contingent liability for the school may exist.



22. Commitments

(a) Capital Commitments

As at 31 December 2021 the Board had no capital commitments.

(Capital commitments at 31 December 2020: nil)

(b) Operating Commitments

As at 31 December 2021 the Board has entered into the following contracts:

- (a) operating lease of a EFTPOS Machine;
- (b) operating lease of a Vistab Machine
- (c) Operating lease of IT Equipment (lease extension completed)
- (d) operating lese of a Telephone System (lease extension completed)

No later than One Year

2021 Actual \$	2020 Actual \$
1,026	4,597
<u>1,026</u>	<u>4,597</u>

23. Financial Instruments

The carrying amount of financial assets and liabilities in each of the financial instrument categories are as follows:

Financial assets measured at amortised cost

	2021 Actual \$	2021 Budget (Unaudited) \$	2020 Actual \$
Cash and Cash Equivalents	231,193	190,737	212,365
Receivables	186,280	135,500	130,600
Investments - Term Deposits	408,729	250,000	285,199
Total Financial assets measured at amortised cost	<u>826,202</u>	<u>576,237</u>	<u>628,164</u>

Financial liabilities measured at amortised cost

Payables	147,913	155,000	154,170
Finance Leases	30,593	26,000	40,179
Total Financial Liabilities Measured at Amortised Cost	<u>178,506</u>	<u>181,000</u>	<u>194,349</u>

24. Events After Balance Date

There were no significant events after the balance date that impact these financial statements.

25. Comparatives

There have been a number of prior period comparatives which have been reclassified to make disclosure consistent with the current year.



26. COVID 19 Pandemic on going implications

Impact of Covid-19

During 2021 the country moved between alert levels. During February and March 2021 Auckland was placed into alert levels 3 and 2 and other parts of the country moved into alert level 2.

Towards the end of June 2021, the Wellington region was placed into alert level 2 for one week.

Towards the end of August 2021, the entire country moved to alert level 4, with a move to alert level 3 and 2 for everyone outside the Auckland region three weeks later. While Auckland has remained in alert level 3 for a prolonged period of time the Northland and Waikato regions have also returned to alert level 3 restrictions during this period.

Impact on operations

Schools have been required to continue adapting to remote and online learning practices when physical attendance is unable to occur in alert level 4 and 3. Schools continue to receive funding from the Te Tāhuhu o te Mātauranga | Ministry to Education, even while closed.

However, the ongoing interruptions resulting from the moves in alert levels have impacted schools in various ways which potentially will negatively affect the operations and services of the school. We describe below the possible effects on the school that we have identified, resulting from the ongoing impacts of the COVID-19 alert level changes.

Reduction in locally raised funds

Under alert levels 4,3, and 2 the school's ability to undertake fund raising events in the community and/ or collect donations or other contributions from parents, may have been compromised. Costs already incurred arranging future events may not be



Analysis of Variance Reporting



School Name:	Stella Maris Catholic Primary	School Number: 1663
Strategic Aim:	Student learning – Engagement, Progress and Achievement: All students are actively engaged in their learning in order to make progress and achieve to their full potential in all areas of the NZ Curriculum, with particular focus on reading, writing and mathematics measured against the NZ Curriculum.	
Annual Aim:	In Mathematics all students show progress in achievement in relation to the New Zealand Curriculum (NZC) levels, especially those in the national target group of Māori and Pasifika and those identified as at risk in the 2020 data. In Writing all students show progress in achievement in relation to the NZC levels, especially those in the national target group of Māori and Pasifika and those identified as at risk in the 2020 data.	
Target:	<p>Year 4: Writing: to move 4 students from end of level 1 to end of level 2 to move 3 students from beginning of level 2 to end of level 2.</p> <p>Maths: To move 1 student from beginning level 1 to end of level 1 To move 5 students from end of level 1 to end of level 2 To move 2 students from beginning level 2 to beginning of level 3.</p> <p>Year 6: Writing: to move 1 student from end of level 1 to end of level 2 to move 8 students from beginning level 2 to beginning level 3 to move 9 students from mid level 2 to mid level 3.</p> <p>Maths: to move 3 students from beginning of level 2 to beginning of level 3 to move 14 students from mid level 2 to mid level 3.</p>	

Baseline Data:

Beginning of 2021 data (based on end of 2020 information)

Target students:

Writing:

to move 4 students from end of level 1 to end of level 2
to move 3 students from beginning of level 2 to end of level 2.

Maths:

To move 1 student from beginning level 1 to end of level 1
To move 5 students from end of level 1 to end of level 2
To move 2 students from beginning level 2 to beginning of level 3.

Year 6:

Writing:

to move 1 student from end of level 1 to end of level 2
to move 8 students from beginning level 2 to beginning level 3
to move 9 students from mid-level 2 to mid-level 3.

Maths:

to move 3 students from beginning of level 2 to beginning of level 3
to move 14 students from mid-level 2 to mid-level 3.

OUTCOME:

NB: this data is based on mid-year data, due to the Covid 19 Lockdowns we were not able to collect end of year data.

Year 4

Writing:

Of the 4 students working at the end of level 1 at the start of the year - 2 students left the school, 1 student moved to beginning of level 2, 1 student moved to mid-level 2.

Of the 3 students working at the beginning of level 2 at the start of the year - 3 students moved to mid-level 2

Maths:

The 1 student working at the beginning of level 1 left the school.

Of the 5 students working at end of level 1 at the start of the year - 2 students left the school, 3 students moved to mid level 2.

Of the 2 students working at beginning of level 2 at the start of the year - 2 students moved to end of level 2.

Year 6:

Writing:

The 1 student working at the end of level 1 at the start of the year, 1 moved to mid level 2.

Of the 8 students working at the beginning of level 2 at the start of the year – 2 students left the school, 1 moved to mid level 2, 5 moved to the end of level 2.

Of the 9 students working at the middle of level 2 at the start of the year – 2 left the school, 1 moved to the end of level 2, 3 moved to the beginning of level 3, 3 moved to the middle of level 3.

Maths:

Of the 3 students working at the beginning of level 2 at the start of the year – 2 left the school, 1 stayed at the middle of level 2.

Of the 14 students working at the middle of level 2 at the start of the year – 2 left the school, 2 moved to end of level 2, 10 moved to beginning of level 3.

Actions <i>What did we do?</i>	Outcomes <i>What happened?</i>	Reasons for the variance <i>Why did it happen?</i>	Evaluation <i>Where to next?</i>
<p>Differentiated planning and teaching for the target students.</p> <p>Use of equipment.</p> <p>Communication with families of target students.</p> <p>Careful and constant monitoring of target students.</p> <p>Teachers working collaboratively in teams - sharing of ideas at team meetings.</p> <p>Year 6 teachers ran workshops for students during lockdowns.</p> <p>Targeted activities for target students provided in online learning during lockdowns. Close communication with these families during lockdowns.</p>	<p>See the outcomes noted above.</p>	<p>This information is based on mid year data as we were not able to carry out assessments on students at the end of the year due to the lockdown from mid August and into term 4. Not all students returned to school initially and the decision was made to focus on settling the students back into school life without doing assessments as there was only a very short time before the end of the year.</p> <p>There was good movement in the first half of the year as the teachers focused on the specific needs of the target students when they returned to school and made the most of any uninterrupted time in class.</p>	<p>There will need to be close monitoring of all students in 2022 as they return from lockdowns and settle into school</p> <p>Teachers will need to identify areas for teaching and learning early on due to the broken year the students have had.</p>
Planning for next year:			
<p>The Board to provide 3 extra teacher aides can be allocated to a team each to provide support to individuals and groups of students based on the identified needs.</p> <p>Continue with a focus on literacy and numeracy – collaborative teaching and learning in each of the teams across the school.</p>			



Kiwisport Report 2021

In 2021 Stella Maris received \$4,491.13 for Kiwisport. This money was tagged to subsidise swimming sessions across the school for all students in Term 4. Swimming was cancelled due to the Covid Lockdown so the money was not used.

This funding will be allocated to swimming in 2022.

**INDEPENDENT AUDITOR'S REPORT
TO THE READERS OF STELLA MARIS CATHOLIC SCHOOL'S
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

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The Auditor-General is the auditor of School Stella Maris Catholic School (the School). The Auditor-General has appointed me, Steve Bennett, using the staff and resources of Bennett & Associates, to carry out the audit of the financial statements of the School on his behalf.

Opinion

We have audited the financial statements of the School on pages 2 to 18, that comprise the statement of financial position as at 31 December 2021, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
 - its financial position as at 31 December 2021; and
 - its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand in accordance with Public Benefit Entity Standards Reduced Disclosure Regime.

Our audit was completed on 29 August 2022. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements, we comment on other information, and we explain our independence.

Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Board for the financial statements

The Board is responsible on behalf of the School for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Trustees is responsible for such internal control as it determines is necessary to enable it to prepare financial statements that are free from material misstatement, whether due to fraud or error.



In preparing the financial statements, the Board is responsible on behalf of the School for assessing the School's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to close or merge the School, or there is no realistic alternative but to do so.

The Board's responsibilities, in terms of the requirements of the Education and Training Act 2020, arise from section 87 of the Education Act 1989.

Responsibilities of the auditor for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements.

For the budget information reported in the financial statements, our procedures were limited to checking that the information agreed to the School's approved budget.

We did not evaluate the security and controls over the electronic publication of the financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the School's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the School to cease to continue as a going concern.



- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We assess the risk of material misstatement arising from the Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Other information

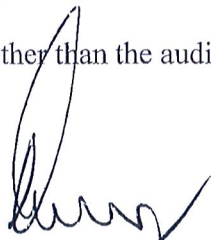
The Board is responsible for the other information. The other information comprises the Analysis of Variance, the Kiwisport Statement, the List of Trustees and Statement of Responsibility but does not include the financial statements, and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the School in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with or interests in the School.



Steve Bennett
BENNETT & ASSOCIATES
On behalf of the Auditor-General
Whangarei, New Zealand

